

**Commercial Applicator Record (Firm Record Requirements): Regulation 636 Rule 15**

Element Present? Yes or No	Required Elements of Firm Record
	Brand name of product; 15(2)(a)
	EPA Registration Number of product; 15 (2)(a)
	Concentration of pesticide applied; 15 (2)(b) example: 2 fl oz per 5 gal H <sub>2</sub> O, not applicable to premixed, granular
	Amount of pesticide end use dilution; 15 (2)(c) example: 48 gal (product + carrier)
	The target pest, purpose, or crop site; 15(2)(d)
	The date the pesticide was applied; 15(2)(e)
	The address or location of the pesticide application; 15(2)(f)
	The method of application; 15(2)(g) example: spreader, duster, etc.
	The rate of application; 15(2)(g) example: 6 lbs per 5000 sq ft, to run-off
	Records maintained at least 1 year following application of general use product; 15(2)
	Records maintained at least 3 years following application of restricted use product; 15(1)

**Applicator Service Agreement (Customer Receipt Requirements): Regulation 637 Rule 12**

Element Present? Yes or No	Required Elements of Customer Receipt
	The name of the firm; Rule 12(1)(a)
	The address of the firm; Rule 12(1)(a)
	The telephone number of the firm; Rule 12(1)(a)
	The full name of the applicator who provides the service; Rule 12(2)(b)
	A general description of the target pest(s); Rule 12(2)(c)
	Name of active ingredient; Rule 12(2)(d)
	Time of application; Rule 12(2)(e)
	Date of application; Rule 12(2)(e)
	Precautionary warnings which are pertinent; 12(2)(f)
	Risk and benefit statement provided to customer at first application; Rule 12(3)

*Regulations cited above:*

R 285.636.15 Commercial applicator records.

Rule 15. (1) All commercial applicators shall maintain verifiable records of restricted-use pesticide applications for a period of not less than 3 years following the application. The records shall show all of the following information:

- (a) The name and EPA registration number of the pesticide applied.
- (b) Concentration of the pesticide applied.
- (c) The amount of pesticide end use dilution applied.
- (d) The target pest, purpose, or crop site.
- (e) The date the pesticide was applied.
- (f) The address or location of pesticide application.
- (g) The method and the rate of application.

(2) All commercial applicators shall maintain verifiable records of general-use pesticide applications for a period of not less than 1 year following the application. Such records shall show all of the following information:

- (a) The name and EPA registration number of the pesticide applied.
- (b) The concentration of the pesticide applied.
- (c) The amount of pesticide end use dilution applied.
- (d) The target pest, purpose, or crop site.
- (e) The date the pesticide was applied.
- (f) The address or location of pesticide application.
- (g) The method and the rate of application.

(3) It is the responsibility of the employer of the commercial applicator to maintain the verifiable record at the place of business. The application records shall be made available, upon request, to an authorized representative of the director during normal business hours.

R 285.637.12 Applicator service agreements.

Rule 12. (1) Before applying a pesticide, a commercial applicator who is required to be licensed by the act, or his or her authorized agent, shall enter into an oral or written service agreement with the customer or authorized agent. The agreement shall specify all of the following:

- (a) The customer's consent to services.
- (b) The name, address, and telephone number of the firm that provides the pesticide application services.
- (c) The approximate schedule and frequency of anticipated services.

(2) Not later than at the time of each pesticide application, a commercial applicator who is required to be licensed by the act, or his or her authorized agent, shall provide all of the following written information to the customer or to the customer's authorized agent:

- (a) The name, address, and telephone number of the firm that provides the pesticide application services.
- (b) The full name of the applicator who provides services.
- (c) A general description of the target pest or pests to be controlled.
- (d) A list of the pesticides applied, including the common name of the active ingredient.
- (e) The time and date of the application.
- (f) Precautionary warnings which are pertinent to the protection of humans, animals, or the environment at the application site and which appear on the label of the pesticide or pesticides that are applied.

(3) Not later than at the time of initial pesticide application, a commercial applicator who is required to be licensed by the act, or his or her authorized agent, shall provide all of the following written risk and benefit information to the customer or the customer's authorized agent:

- (a) The definition of a pesticide.
- (b) A general description of how pesticides work.
- (c) Why pesticides are used.
- (d) General toxicity information related to all of the following:
  - (i) The type of compound used.
  - (ii) The environment in which the pesticide is applied.
  - (iii) General exposure information.
  - (iv) The amount or rate of pesticide applied.
  - (v) Proper pesticide applications in compliance with the label.
- (e) Common sense precautionary measures for the customer regarding pesticides.
- (f) General information on the environmental fate of pesticides.
- (g) Instructions to the customer to discuss site preparation and precautionary measures with the pesticide applicator.
- (h) Instructions to the customer to consult with a physician if an unusual reaction occurs.

(4) A commercial agricultural or aerial applicator may provide the information specified in both of the following provisions to the customer or the customer's authorized agent in place of the information requirements specified in subrules (2) and (3) of this rule:

- (a) Oral instructions to the customer or the customer's authorized agent on labeled reentry and preharvest interval requirements before application.
- (b) A copy of the risk and benefit information sheet or the pertinent section of the label that pertains to risks and benefits.

(5) If an emergency requires immediate pesticide application, the information that is required in subrule (2) of this rule may be provided after the application has occurred.

(6) The department reserves the right to review and prohibit the use of written information required to be provided to customers in subrule (3) of this rule if the director determines that the information does not meet the intent of subrule (3) of this rule.

(7) The duration of a service agreement shall not be more than 12 months unless either written notification of continuation of service is provided annually or unless the service agreement is a signed contract that specifies a definite time period during which the contract is valid. Written notification of continuation of service shall provide information to the customer regarding how to discontinue service.

(8) When requested by the customer or his or her authorized agent, the commercial applicator shall provide all of the following documents to the customer:

- (a) Product labels.
- (b) Material safety data sheets.
- (c) Environmental protection agency fact sheets, if available.
- (d) A document that specifies the rate of application of the active ingredients of the products applied.